

Message Text

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PAGE 01 MASERU 01619 311414Z
ACTION AF-08

INFO OCT-01 ISO-00 SIG-01 /010 W
-----311418Z 043719 /44
R 311005Z DEC 76
FM AMEMBASSY MASERU
TO SECSTATE WASHDC 6576
INFO AMEMBASSY GABORONE
AMEMBASSY PRETORIA

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FOR AF/S

E.O. 11652: N/A
TAGS: ASIG, LT
SUBJECT: RESPONSE TO INSPECTORS RECOMMENDATIONS

REF: AF/S MEMO OF 22 NOV. 1976

1. INSPECTORS MEMORANDUM OF JUNE 1976 MADE RECOMMENDATIONS IN ONLY TWO AREAS, ADMINISTRATION AND CONSULAR AFFAIRS. POST RESPONSES TO RECOMMENDATIONS BY MEMORANDUM NUMBER ARE AS FOLLOWS:
CONSULAR AFFAIRS (5)

5.3-1: POST REQUESTED OF SCA/VO A CONSULAR FEE RECEIPTING MACHINE BY OM ON JUNE 24, 1976.

5.3-2(1) CONTROL REGISTERS FOR ALL PASSPORTS AND FS-543S HAS BEEN ESTABLISHED AND OPERATIONAL SINCE JULY 1, 1976.

(2) PROPERTY RECORD CARDS AND INVENTORY CONTROL OF ALL CONSULAR SEALING EQUIPMENT NOW ESTABLISHED.

(3) WRITTEN TRANSFERS OF ACCOUNTABILITY OF PASSPORTS, FS-543 AND SEALING EQUIPMENT WILL BE MADE IN FUTURE BETWEEN CONSULAR OFFICERS.

ADMINISTRATION (7): ALL ADMINISTRATIVE FUNCTIONS HAVE BEEN ASSUMED
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BY ADMINISTRATIVE SPECIALIST AS OF OCTOBER 1, 1976.

7.3-1: RETAIL PRICE SCHEDULE TO BE PERFORMED AND COMPLETED IN JANUARY 1977.

7.3-2: ADMINISTRATIVE SPECIALIST HAS INSTITUTED UNANNOUNCED

MONTHLY VERIFICATIONS.

7.3-3: POST IS INCLUDING ALL CONTROLS RECOMMENDED BY INSPECTORS FOR COMPREHENSIVE VERIFICATION OF ACCOUNTABLE CASH.

7.3-4: DEPT. HAS ALREADY AUTHORIZED INCREASE IN OPERATING CASH ADVANCE TO TOTAL OF \$10,000.

7.3-5: DEPT ACTION.

7.3-6: MASTER RECORDS OF NON-EXPENDABLE PROPERTY WILL BE ESTABLISHED AS SOON AS INVENTORIES (7.3-7) ARE COMPLETED AND VERIFIED.

7.3-7: RESIDENCE AND WAREHOUSE INVENTORIES OF NON-EXPENDABLE PROPERTY HAVE BEEN BROUGHT UP TO DATE. UPDATING OF INVENTORY OF CHANCERY PROPERTY INITIALED. FUTURE INVENTORIES ARE SCHEDULED TO BE CONDUCTED ON REGULAR BASIS.

7.3-8: INVENTORIES OF NON-EXPENDABLES WILL BE RECONCILED AGAINST MASTER RECORDS AND CERTIFIED ON JUNE 30, 1977.

7.3-9: WAREHOUSE HAS BEEN REARRANGED FOR BETTER PROPERTY MANAGEMENT. MAJORITY OF SURPLUS PROPERTY PREVIOUSLY STORED IN WAREHOUSE HAS BEEN TRANSFERRED TO USAID UNDER 6 FAM 234.4 TO FURNISH NEW HOUSE. REMAINDER OF SUPPLUS WILL BE DISPOSED OF BY COMPETITIVE SALE.

7.3-10: UPON COMPLETION OF SECURITY MODIFICATIONS, TENTATIVELY SET FOR FEB. OR MARCH 1977, A COMPREHENSIVE SECURITY SURVEY WILL LIMITED OFFICIAL USE

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BE CONDUCTED BY POST AND RSO.

7.3-11: ALL AMERICAN STAFF MEMBERS HAVE BEEN INSTRUCTED IN PROPER USE OF E&E COMMUNICATIONS EQUIPMENT.
STOKES

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NNN

Message Attributes

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Disposition Authority: coburnhl
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Margaret P. Grafeld
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